

Call to Order The meeting of the Rushford Free Library Board of Trustees was called to order by Martha Sabato, President, at 7:10 PM. (Present: Amy Chui, Jessican Hoxie Allison Barnes, Mary Jo Hubbard, Marty Sabato, Becky Cole, and Morgan Reynolds. Kristen Barber and Amy Stromberg were introduced and participated via zoom.

Report and Minutes

- Minutes from December 2023 Regular Meeting: A motion was made by Amy Chui, seconded by Allison Barnes, to approve December minutes. The motion carried
- Library Director: Becky made a request to use Philo Fernace funds to buy a small locked cabinet for book keeper/ treasurer items. An Alexa dot for programs was also requested. Marty has one to donate to the library. Marty discussed a grant that a foundation gives out. This application is due in March. Marty will begin the application process.
- Kalina has asked to attend a training January 25th for the eclipse. This is an online training. The library staff is looking to do an eclipse event on April 8th. A motion was made by Jessica Hoxie, seconded by Amy Chui, to approve the training request. The motion carried.
- Treasurer & Bookkeeper:
 - Jessica would like permission to pick a day to have Lori Bokan paid. As the bookkeeper Lori is currently paying herself.
 - The Vanguard account has a balance of \$418,258. 42.
 - Insurance coverage for the Board of Trustees was discussed. Jessica looked into coverage of the Board under the current insurance policy with Walker Insurance in Fillmore and discovered the Board is currently not covered by the policy in place. The suggested coverage would be under insurance for directors and officers. A form was sent for the Board to fill out to get a quote on a policy to protect Board members. Marty and Jessica will fill out this form and get it back to Walker Insurance.
- Program Coordinator
 - Resignation: Jamie Bailey's letter of resignation was received. A motion was made by Amy Chui, seconded by Jessica Hoxie, to accept with regret the resignation of Jamie Bailey as Program Coordinator. The motion carried. A card will be sent to Jamie showing the Boards appreciation.
 - Position Vacancy: The Board discussed possible changes to some of the position description for the Program Coordinator. The Board will help implement more training and familiarity for the next Program Coordinator.
 - Currently there is a Valentines Day program scheduled for 2/10/24. There will be stories read and crafts. The age group targeted for this program are pre-k-5th grade.
 - Programming is being discussed for the week of February 19-23 when children are out of school.
 - The Program Coordinator position will be posted wherever possible.

Old Business

- Board Vacancy: Morgan will reach out to a possible candidate for this vacancy.
- Newspaper of Record: The library can post for free on the Wellsville Sun digital newspaper. Becky is going to look into the cost of the Olean paper. The Community

Source will be explored to see how the library could publicize information. A motion was made by Marty Sabato, seconded by Morgan Reynolds, to designate the Wellsville Sun as the newspaper of record. The motion carried.

Facilities: (Amy Chui)

- Status of Current Library: There was a letter found from 2018 showing the status and concerns with the current building. The Board of Trustees do not believe it is in the best interest of the library for the library to stay in the current building.
- Possible Short-Term Locations
 - Amy spoke to the person in the process of buying the old M&T Bank. Once he owns the building, he will be seeking \$1000 a month plus utilities to rent the building.
 - Amy and Marty will speak with Dennis Bliss and Tyler Cobb about moving back into the Town Hall. They will invite them to the library for a meeting.
 - Amy requested reimbursement of \$120.12 for the fan she and her husband replaced in the library heater. A motion was made by Mary Jo Hubbard, seconded by Allison Barnes, to reimburse Amy for the fan. The motion carried.

New Business

- Working Groups: Each Board of Trustee voiced what working groups they would like to participate in. All working groups have been recreated.
- Book Challenge:
 - The library will follow the Bill of Rights as given.
 - Changes to library policies suggested by STLS regarding public book challenge meetings were discussed. Rushford Free Library will require that any speaker must be a resident of the Cuba Rushford School District and have a Rushford Free Library card.
 - The STLS policies relating to book challenges will indicate the approval of the Rushford Free Library Board of Trustees. A motion was made by Mary Jo Hubbard, seconded by Amy Chui, to accept these forms as corrected. The motion carried.

Executive Session

A motion was made by Mary Jo Hubbard, seconded by Allison Barnes, to enter Executive Session. The motion carried and Executive Session was entered at 8:34 PM.

A motion was made by Mary Jo Hubbard, seconded by Jessica Hoxie, to leave Executive Session and adjourn the meeting at 9:27 PM. The motion carried.

Next Meeting February 14, 2024

Respectfully submitted,

Morgan Reynolds